#### **AGENDA**

#### COMMITTEE ON COMMUNITY IMPROVEMENT

March 14, 2005 Aldermen O'Neil, Shea, Garrity, Smith, Lopez Immediately following Committee on Traffic Aldermanic Chambers City Hall (3<sup>rd</sup> Floor)

- 1. Chairman O'Neil calls the meeting to order.
- 2. The Clerk calls the roll.
- 3. Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$165,039 (State) for the 2005 CIP 210305 Public Health Services.

Gentlemen, what is your pleasure?

4. Communication from Robert MacKenzie, Director of Planning and Community Development, advising that MNHS has requested the City to consider subordination of a \$10,000 lien on a vacant lot abutting property located adjacent to 128 Auburn Street, which they currently have under a P&S agreement. MHNS would use the lot as open space for use by the residents of Renaissance IV.

Gentlemen, what is your pleasure?

5. Estimate for the Amory Street Fire Station emergency traffic signal submitted by the Traffic Department.

(Note: referred to CIP for FY2006 CIP budget consideration by the Traffic Committee on 02/08/2005.)

Gentlemen, what is your pleasure?

6. Granite Street Improvements (long-range CIP planning).
(Note: Highway and Planning to report back regarding costs; Finance and Planning to provide update on \$10 million bonding [debt service].)
Gentlemen, what is your pleasure?

7. Parks, Recreation & Cemetery Master Plan update. Gentlemen, what is your pleasure?

#### TABLED ITEMS

A motion is in order to remove any of the following items from the table for discussion.

- 8. Synthetic turf maintenance at Gill Stadium, West Memorial Field, and the Clem Lemire Sports Complex at Memorial High School and a list of additional capital items needed to properly operate Gill Stadium.

  (Originally tabled 07/20/2004. Retabled 02/08/2005 Planning to find \$33,000 for field lighting and utility vehicle. Communication dated 02/22/2005 from Parks Director enclosed.)
- 9. Communication from Dayton and Concepcion Spaulding regarding drainage issues in the Pasture Drive development area. (Tabled 01/11/2005 pending report from City Solicitor's response enclosed.)
- 10. Petition for discontinuance of a portion of ROW at 466 So. Willow Street submitted by Frederick Nixon.

  (Tabled 01/11/2005 Highway supports the petition if acceptable to other City departments noting the petitioner should provide required documentation and bear all costs to satisfy state and federal reimbursement.)
- 11. Communication from Aldermen Garrity and O'Neil requesting the Highway Department review the situation at the intersection of So. Willow Street and So. Maple Streets and report back to the Committee with recommendations for improvements and estimated costs.

  (Tabled 02/08/2005 pending estimate from Highway.)
- 12. Communication from Steven Tellier, Chairman of the Board of Assessors, requesting that the City Hall Complex west wing conference room (first floor) be allocated to the Board of Assessors in order to meet space requirements.

  (Tabled 02/08/2005 pending CIP locating funds.)
- 13. If there is no further business, a motion is in order to adjourn.

# City of Manchester New Hampshire

In the year Two Thousand and Five

#### A RESOLUTION

"Amending the FY2005 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Sixty Five Thousand Thirty Nine Dollars (\$165,039) for the 2005 CIP 210305 Public Health Services."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2005 CIP as contained in the 2005 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to accept funding in the amount of \$165,039 from the State of New Hampshire Department of Health and Human Services – Division of Public Health Services for the implementation of various public health services;

NOW, THEREFORE, be it resolved that the 2005 CIP be amended as follows:

#### By increasing:

FY2005 CIP 210305 Public Health Services - \$165,039 State (From \$400,000 State to \$565,039 State)

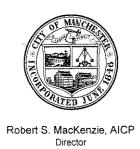
Resolved, that this Resolution shall take effect upon its passage.



CIP#:		CIP BUDGET.	AUTHORIZATION	and the second section of the second of the	6/1/2004
// /	210305	Project Year:	2005 CI	P Resolution:	6/1/2004
Title:	Public Health Services		Aı	mending Resolution	3/15/2005
Administe	ring Department; Health	Department	R	evision:	1
Project De	State of New Counseling &	Hampshire Health grant to p Testing, Immunization, Lea	orovide various health so d Poisoning Prevention	ervices including; HIV , STD Clinic and Tube	Prevention, rculosis Control.
Federa	ıl Grants Federal Gran	ıt; No	Environmental	Review Required:	No
in the second se	Grant Execut	ed:		Completed:	
	I Events I	NAME OF THE PROPERTY AND		Annighted Commence on a contract of the state of the stat	
Program I		AND	A PER		6/30/05 6/30/07
Program (	Completion				0/30/07
					6/30/2007
Expected	Completion Date:				0/00/2007
Li	ne Item Budget	STATE			TOTAL
s	alaries and Wages	\$355,725.24	\$0.00	\$0.00	\$355,725.24
F	ringes	\$110,168.02	\$0.00	\$0.00	\$110,168.02
D	esign/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
P	lanning	\$0.00	\$0.00	\$0.00	\$0.00
С	onsultant Fees	\$90,906.34	\$0.00	\$0.00	\$90,906.34
С	onstruction Admin	\$0.00	\$0.00	\$0.00	\$0.00
L	and Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
E	quipment	\$0.00	\$0.00	\$0.00	\$0.00
С	verhead	\$0.00	\$0.00	\$0.00	\$0.00
С	Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
	Other	\$8,239.40	\$0.00	\$0.00	\$8,239.40
9900.0 8 8 8	TOTAL	\$565,039.00	\$0.00	\$0.00	\$565,039.00

Total Funded

Planning Department/Startup Form - 07/01/04



### CITY OF MANCHESTER

#### **Planning and Community Development**

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

Memo to:

Members of the Committee on Community Improvement Program

From:

Robert S. MacKenzie

Director of Planning

Date:

March 8, 2005

Subject:

Health Department – CIP #210305 – Public Health Services

The Health Department has notified us that the City has been approved to receive additional grant funds totaling \$165,039 from the State of New Hampshire Department of Health and Human Services Division of Public Health Services. These funds will be used to provide various public health services throughout the City such as HIV Prevention, Counseling & Testing, Immunization, Lead Poisoning Prevention, STD Clinic and Tuberculosis Control.

As such, we have prepared the appropriate Amending Resolution and budget authorization forms necessary for additional programming.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:





## CITY OF MANCHESTER

#### **Planning and Community Development**

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

Memo to:

Committee on CIP

From:

Robert S. MacKenzie

Date:

March 2, 2005

Subject:

MNHS Property Subordination Request

Manchester Neighborhood Housing Services has contacted this office requesting our consideration to subordinate a \$10,000 lien the City has on a vacant lot abutting their Renaissance IV project on Auburn Street. The lien on the property in question, in the amount of \$10,000, was placed in 1982 as a condition of its owner receiving assistance through the City's Housing Rehabilitation Program. MNHS has a Purchase and Sale pending and wishes the City to subordinate so that they might acquire the property. They wish to use it as open space (see attached letter) for use by the residents of Renaissance IV. Located at 128 Auburn Street, the property is across from the entrance to the Pine Street Cemetery.

In accordance with the request of MNHS we are respectfully asking that the Committee make a recommendation as to the disposition of the City's lien on the property under discussion.

Attachments:



Dick Dunfey Executive Director

# M A N C H E S T E R HOUSING AND REDEVELOPMENT AUTHORITY

George N. Copadis

Chair

William B. Cashin Vice-Chair

Marie E. Donohoe Commissioner

Fred B. Kfoury, Jr. Commissioner

M. Mary Mongan Commissioner

January 31, 2005

Sam Maranto Planning and Community Development One City Hall Plaza Manchester, NH 03101-2097

RE: Rehabilitation Loan

Dear Sam:

Attached please find correspondence concerning a rehabilitation loan granted to Mary Rose Silva back in 1982. As you can see, the building that had been renovated has been demolished and Manchester Neighborhood Housing Services has negotiated a purchase and sales agreement to buy the land frm Mary Silva's daughter for a price of \$5,000.00. MNHS has requested that MHRA release the lien on the property without receiving the \$10,000.00 needed to repay the debt. As you know, the Manchester Housing and Redevelopment Authority assigned all rehabilitation debts to the City of Manchester and for your convenience accepts payoffs, pre-paid discharges, and under certain circumstances, subordination agreements.

We do have the file and await your instruction with regard to this matter.

Please feel free to contact me if you have any questions.

Very truly yours,

MANCHESTER HOUSING AND REDEVELOPMENT AUTHORITY

Richard Lee Webster

Housing Development Manager

ce: Bill eraig



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SHEEHAN
PHINNEY
BASS +
GREEN
PROPESSIONAL
ASSOCIATION

Writer's Direct Dial Number (603) 627-8126 | hviscarello@sheehan.com



Via Facsimile and Regular Mail

January 26, 2005

Manchestür 1000 Elm Street 170 Box 3701 Manchestre, NH 03105-3701 T 603 668-0300 5 603 627-8121

William Craig, Esq. Craig, Wenners & Craig 84 Bay Street Manchester, NH 03104

Concord 143 N. Main Stribet Suff; 103 Concord, Nff 03307-5089 T 603 223-2020 F 603 224-8899

Dear Bilk

Boston 260 Franklin Street Buite 1901 Boston, MA. 02110-3112 T 617 897-5610 F 617 439-9863

As you know, this office represents Manchester Neighborhood Housing Services, Inc. ("MNHS"). MNHS, through its affiliate, Renaissance IV Limited Partnership, has entered into a purchase and sale agreement with Maria Silva to buy the property located at 128 Aubum Street, Manchester, New Hampshire (the "Property") for a price of \$5000. A recent fire destroyed the abandoned house located on the Property My client owns the affordable housing development to the west of the Property, and intends to add the Property to our affordable housing project. When we performed a title search on the Property we found a mortgage in the amount of \$10,000 currently held by the Manchester Housing and Redevelopment Authority (hereinafter the "MHRA") granted by Mary Rose Silva on March 1st, 1982, which was recorded at-Book 2905, Page 506 of the Hillsborough County Registry of Deeds. It appears as though no interest was charged on the underlying loan and no finance charges have been assessed. The promissory note associated with the loan stated that full repayment of the loan was due at the time Mary Rose Silva relinquished the property. At some point after the signing of the note and mortgage, Mary Rose Silva passed away and the property transferred to her daughter, Maria Silva. Maria Silva does not currently make any use of the property, leaving it essentially abandoned.

WWW.shireyan.com

Although somewhat unusual, we would ask that the MHRA consider releasing the mortgage for no consideration. We believe it would be in the best interest of the community and the City of Manchester to release the mortgage for no consideration the following reasons:

(1) The person in possession of the Property is unlikely to be able to pay off the mortgage

At this time, it is the good faith belief of MNHS that neither the estate of Mary Rose Silva nor her daughter, Maria Silva, would be able to pay to MHRA the amount due on the Mortgage should MHRA attempt to collect.

(2) The Property is a substandard lot and is located in a transitional neighborhood and without a structure lacks significant value

The Property lacks significant value because:

(a) the structure on the Property burned to the ground leaving the lot empty; and

(b) the lot's small size, totaling only 2500 square feet, and small frontage, only 25 feet along Auburn St., each of which fall below the minimum requirements for building as they are set out in Section 6.07 of the Zoning Ordinance for the City of Manchester, render it essentially unusable as anything but open space or to rebuild the small impractical structure that previously existed on the site...

(3) Discharging the mortgage would be consistent with the mission of the MHRA in three ways

(a) The Mission of the MHRA states, in part, that it seeks "to sustain affordable, secure, quality living environments for low income families and individuals." Discharging the Mortgage would allow the MNHS to move forward with the purchase of 128 Auburn St., which it plans to use as an open space enhancement to its already developed low-income housing project at the directly adjacent lot of 108-118 Auburn St. This portion of Auburn Street, was one of the worst in the inner city until MNHS built the Renaissance IV project. Allowing us to acquire the Property would enhance the living environment for the low income families who reside in our project.

(b) The Mission of the MHRA also states, in part, that it seeks "to provide personal and economic enrichment and independence opportunities for residents." Discharging the 1982 Mortgage would effect no further deterioration upon the financial position of Maria Silva, whereas an attempt to collect would, given her age and financial situation as it is known to MNHS, cause her significant hardship. It is our belief that the small sum we are paying her for the Property would indeed benefit her personally.

(c) Lastly, the Mission of the MHRA also states, in part, that it seeks to "engage in community revitalization initiatives to improve neighborhoods." Discharging the Mortgage would allow the MNHS to move forward with the purchase of 128 Auburn St., which it plans to improve and maintain as aesthetically pleasing open space as an active attentive owner.

As always, if you have any questions, please feel free to give me a call.

Sincerely,

Kenneth A. Viscarello

## Amory Street Fire Station Emergency Traffic Signal Estimate

Qyt.			
1	Control cabinet compl	lete	\$ 8000.00
2	20 ft. galvanized steel	mast arm poles installed	\$ 10,000.00
1	30 ft. wood pole insta	lled	\$ 700.00
4	12/12/8 Astro-brac mast with LEDS	arm mounted signals	\$ 3500.00
1	Side of pole bracket mot 12/12/8 LEDS	unted signal facing station	\$ \$850.00
1	Opticom emitter installe Arm facing Amory and to place in emergency s	<del>-</del>	\$ 2000.00
2	Signs and posts install	ed	\$ 300.00
	Aerial wiring, internal conduits, condulets, ele	wiring, electrical fittings, ectrical supplies	\$ 5000.00
	Police detail		\$ 2000.00
•	S	Sub total:	\$ 32,350.00
	10 % Contingencies		\$ 3235.00
		Γotal Estimate	\$ 35,585.00

Submitted: February 8, 2005

By: Jim Hoben Deputy Traffic Director

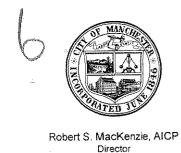
incredible human beings, one of the truly great men of the City, so I was very pleased to see him honored. It was a great decision.

Alderman O'Neil stated thank you, your Honor.

Alderman Thibault stated I would like to bring to the Board's attention a potential hazardous situation on Amory Street. In front of the fire station there was a fire the other day and when the engines came out of the station onto Amory Street very near had a collision...there's no light over there...other areas in the City have lights going on when the fire engines are going to come out of their house. Amory Street is a very, very heavily traveled street and this car almost got hit...the two girls in that car were the daughters of a fireman for the City for 25 years. I got called on it and I just think that it's something that should be looked at by the Traffic Committee.

Mayor Baines stated could we refer that matter to the Committee on Traffic/Public Safety and a chance for the Chief to address it directly with the Committee.

Alderman Porter stated I wasn't quick enough and as Georgie Reagan said behind every woman there's a man and behind every man like Charlie Quinn there's a woman, his wife was invited to be a guest of the French Government, the President of France...she was in the initial wave o the beach at Normandy



## CITY OF MANCHESTER

#### **Planning and Community Development**

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

#### Memorandum

To:

Committee on Community Improvement Program

From:

Robert S. MacKenzie

Director of Planning & Community Development

Date:

January 5, 2005

Subject:

Long-Range CIP Planning

As the Mayor begins to put together the proposed FY06 CIP, we are also looking several years into the future to determine our major capital needs. We would like to review with you some of the major projects we will be facing in the next six years and get some preliminary feedback.

We will be providing you with some additional information prior to the meeting.

If you have any questions, we will be available at your next meeting.

C:

Robert A. Baines Kevin Clougherty Seth Wall

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# MULTIYEAR BOND ELIGIBLE PROJECT FUNDING REQUESTS

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Department	Project Name			2007	2008	2009		2010
Fire Department	Fire Department Training Facility	\$ 1,633,000.00	0.00					
	Hackett Hill Road Fire Station	1,500,000.00	0.00					
	Calef Road Fire Station Rehab.		<del>()</del>	500,000.00				10
	SCBA Replacement					\$ 750,000.00	9	
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Highway Department		ń	æ	3,500,000.00	\$ 3,500,000.00	\$ 3,500,000.00	. <del>.</del>	3,500,000,00
	Granite Street Road & Bridge Widening		-+				1	
	Landfill Closure							200,000,00
	Downtown Miscellaneous Repairs		0.00	200,000,002		\$ 200,000.0	\$ 00	200,000.00
	Annual ROW Reconstruction		έ'n			\$ 300,000.00		300,000,000
	New P.W./Fleet Maintenance Facility	\$ 160,000.00	€Э		7,			
	Annual Bridge Rehabilitation Program		<del>67</del>	240,000.00		\$ 240,000.00	& 00	240,000.00
	Sidewalk Discretionary Fund	\$ 350,000.00	69		350,000.00	\$ 350,000.00	\$ 00	350,000.00
	School Sidewalk Program	\$ 425,000.00	69		\$ 425,000.00	\$ 425,000.00	ļ	425,000.00
	Storm Drain Infrastructure	00'000'008 \$	\$ 00.0		\$ 300,000,000	300,000,000	\$ 00	300,000,000
	Brown Avenue Widening	Š	0.00					
	Concrete Curb Replacement Program	\$ 150,000.00	\$ 00.0	150,000.00	\$ 150,000.00	\$ 150,000,00	\$ 00	150,000.00
	Millyard Rail Crossing Upgrade	\$ 173,000.00					-	
	Riverwalk Projects	4,	ક	-	2,	\$ 3,014,000.00	\$ 00	5,419,000.00
	Residential 50/50 Sidewalk	\$ 150,000.00		150,000.00	\$ 150,000.00	\$150,000,00	00	\$150,000.00
Human Resources	Security Upgrades	\$ 125,000,00	\$ 00.0	125,000.00	\$ 125,000.00			
	the state of the s	ı	ļ					
Library	Main Library Annex Addition	\$ 9,496,299.00	6-5	7,303,701.00			-	
and the second s	West Branch Renovations	\$ 3,150,000.00	0.00					
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	Blodgett Park Rehabilitation	-		150,000,00				
	Precourt Park Rehabilitation	\$ 250,000.00	0.00		\$ 250,000.00		_	
	Wolfe Park Rehabilitation Phase II	\$ 250,00	0.00				∤	
			-		\$ 550,000.00	69		150,000.00
10 mm mm m m m m m m m m m m m m m m m m	Valley Cemetery Rehabilitation		-1		\$ 500,000.00	43		500,000.00
	SE Manchester Community Park	-	-1		\$ 500,000,00		\$ 00	500,000.00
	Steven's Pond Park Rehabilitation		0.00	165,000.00				
	Stark Park Soccer Field	\$ 150,000.00	0.00	150,000.00			_	
20 C.	And the formal section of the first of the f							
Police Department	Building Expansion	3,800,000.00	0.00					
Manchester School District	Olem Lemire Sports Complex	\$ 1 000 000 DO	49	1 000 000 00				
	School Bec, Facility Parking Lot		6/7	500 000 00	\$ 250,000,00	\$ 250.000.00	\$ 00	250.000,00
The state of the s	Piscataguod River Baseball Field			1			٠	- Company Company
	School Administration Bullding	\$ 500,000.00	00.0					
Traffic Department	Traffic Signal Reconstruction	\$ 120,000.00	\$ 00°C	80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 00	80,000.00
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Dennis Smith

Sandra Lambert

Ronald Ludwig, Director



# CITY OF MANCHESTER Parks, Recreation & Cemetery Department

625 Mammoth Road Manchester, NH 03104-5491 (603) 624-6565 Administrative Office (603) 624-6514 Cemetery Division (603) 624-6569 Fax

February 23, 2005

Alderman Daniel P. O'Neil, Chairman CIP Committee One City Hall Plaza Manchester, NH 03101

Re: PR&C Department Master Plan Update

Dear Alderman O'Neil,

Please be advised after careful consideration that the Department has selected the consulting firm of Peter J. Smith and Company to conduct and update the Departments citywide comprehensive Master Plan. They have extensive knowledge in the area of master planning and come highly recommended from previous clients for whom they have completed plans.

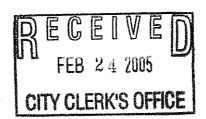
At the present time their contract in being reviewed by our City Solicitor for approval. Upon approval we will forward the contract to the Consultant for execution. Once we receive a preliminary schedule we would like to schedule a brief introduction of the project consulting team to the full BMA. The tentative completion for the Master Plan is anticipated to take place in late September or early to mid October of 2005, culminating with a full presentation to the entire BMA.

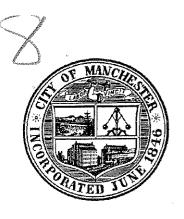
We will be at the next CIP Meeting on March 8, 2005 to answer any questions that Committee Members may have.

Sincerely,

Ronald E. Ludwig

Director





#### CITY OF MANCHESTER Parks, Recreation & Cemetery Department

625 Mammoth Road Manchester, NH 03104-5491 (603) 624-6565 Administrative Office (603) 624-6514 Cemetery Division (603) 624-6569 Fax

George "Butch" Joseph, Chairman Steve Johnson, Clerk Magazie, Michael Worsley Joseph Sullivan Sandra Lambert Ronald Ludwig, Director

Gill Stadium 2005 Budget Prioritization List Based on information gathered through August 10, 2004

The following is a list of materials, equipment and services required to effectively operate Gill Stadium as a multi-use playing facility with artificial turf. This list has been compiled from information gathered from sales representatives, suppliers and facility managers to date. Pricing for items is based on budgetary quotes provided from suppliers, and subject to change.

#### Prioritized list:

1. Field Lighting Service contract	\$23,240 (exhibit #5)
2. Gator Utility Vehicle	\$ 9,763 (exhibit # 8)
3. Balloon Tired Tractor (backhoe / rotary broom)	\$29,265 (exhibit # 9)
4. Field Striping machine	\$ 5,000 (exhibit #4)
5. Yard marker stencils	\$ 700 (estimate)
6. Field Brushes (3 x \$600)	\$ 1,800 (estimate)
7. 700 Linear feet of 4' fencing (\$120 x 70)	\$ 8,400 (exhibit # 10)
8. Utility Cart	\$ 685
9. Plywood to set bleachers	\$ 1,200 (estimate)
10. Equipment and material storage structure	\$ 5,000 (estimate)
11. Field plowing equipment	<u>\$ 1,000 (estimate)</u>
	\$86,053 (estimated total)

As per John Huard of Fieldturf, the Supergroomer (exhibit #7) being provided to the Memorial High School project should adequately address the turf conditioning needs of this facility.

Additionally, to prepare the playing field for football and soccer, John provided a fee of \$3,500 to replace the infield cut outs (exhibit #11). Paul Galvin of Boston College, who professionally paints fields, provided an estimate of \$2,800 to lay out and stripe the field for football. As our requirement will occur at the height of the busy season, both emphasized that their services are subject to availability. It is our intention to provide manpower in an effort to train our staff on the intricacies of these tasks, and eventually perform such tasks in house. Source of funding for indicated services to be determined.





# CITY OF MANCHESTER Parks, Recreation & Cemetery Department

625 Mammoth Road Manchester, NH 03104-5491 (603) 624-6565 Administrative Office (603) 624-6514 Cemetery Division (603) 624-6569 Fax

#### COMMISSION

George "Butch" Joseph, Chairman Steve Johnson, Clerk Michael Worsley Dennis Smith Sandra Lambert Ronald Ludwig, Director

February 22, 2005

Alderman Daniel P. O'Neil, Chairman CIP Committee One City Hall Plaza Manchester, NH 03010

Re: Purchase of Utility Turf Tractor - Gill Stadium

Dear Alderman O'Neil and Members of the Committee,

The Department has been asked to forward information to the CIP Committee relative to purchasing the above referenced piece of equipment for Gill Stadium. We have prepared a cost analysis to determine which approach would be more cost effective, purchasing or renting. In order to provide the best information we have used a minimum amount of time for rental of this equipment. Assuming those estimates are accurate clearly demonstrates that purchasing is the more cost-effective approach. Additional rentals to accomplish grooming/brushing of the field to loosen aggregates that may migrate from the sliding boxes or the pitchers mound during the season may also be required. This will add to the overall cost of renting equipment. We also know from experience, that the "Laymore" type brush is an extremely popular rental item with construction companies during the summer season. This would mean that availability would also be a problem during the peak of the baseball season.

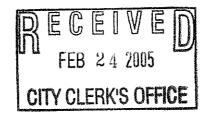
We believe Gill will be used more that any other facility in Manchester given the new improvements. In order for the Department to properly maintain the turf and the facility on a daily basis, this equipment must be available and at the disposal of the men who will be directly responsible for maintenance.

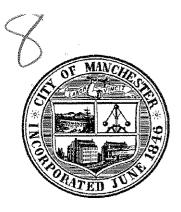
Thank you for your consideration and we look forward to answering any additional questions Committee Members may have during the meeting on March 8, 2005.

Sincerely,

Ronald E. Ludwig Director

Cc: Alderman Shea Alderman Garrity Alderman Smith Alderman Lopez





# CITY OF MANCHESTER Parks, Recreation & Cemetery Department

625 Mammoth Road Manchester, NH 03104-5491 (603) 624-6565 Administrative Office (603) 624-6514 Cemetery Division (603) 624-6569 Fax

#### COMMISSION

George "Butch" Joseph, Chairman Steve Johnson, Clerk Michael Worsley Dennis Smith Sandra Lambert Ronald Ludwig, Director

Page 1

Gill Stadium Turf Tractor Purchase vs. Rental Cost Analysis February 16, 2005

#### Overview

In the past a tractor with a front loading bucket has been permanently assigned to this facility. This vehicle was utilized by facility staff when performing turf related tasks, snow removal, bleacher assembly and dismantling, landscaping, and other tasks associated with the routine operation of this facility. This vehicle was also used for turf maintenance at the Central High School practice field. The tractor is presently inoperable and has been for over a year. It was slated for replacement in FY03 as a capital improvement within the Enterprise Division but the purchase was delayed subject to assessment of anticipated changes generated by ongoing facility improvements. As little was known of the scope of the improvements, this approach was determined to be prudent.

Through much research and now one season of practical experience the maintenance requirements are becoming more clearly defined. A smaller tractor type vehicle is required for use on the new artificial turf equipped with turf grade "balloon" tires for more efficient weight distribution. A backhoe attachment for removal of gravels that comprise the infield and pitcher mound cut outs and a hydraulic drive system to power the rotary brush used in leveling rubber aggregate when installing inserts are also needed. The intention and goal is to attain the ability to perform required seasonal field transition tasks "in house" without the use of subcontracted manpower, equipment and services. The turf tractor that was used for the insert installation operations conducted in September 2004 is assigned to the Derryfield Country Club lacks the necessary hydraulic drive system to power the rotary broom. Scheduling and logistical conflicts were also encountered as critical times for seasonal usage at both facilities overlap.

To be able to purchase necessary equipment versus renting on an as needed basis has been reviewed as well. The following information and analysis substantiates the decision to purchase this piece of equipment as being the most cost effective alternative.



#### Page 2

#### Purchase Option

\$19,667.00	Utility Tractor hydraulic drive system
6,426.00	Backhoe assembly
<u>3,741.00</u>	Rotary Broom assembly (estimate based on previous model)
\$29,834.00	Total Cost (based on quote) (see attached)

This cost should be graduated over a 10-year useful life.

#### Rental Option

Equipment	Daily Rate	Weekly Rate
Tractor	\$258.00	\$825.00
Laymor Sweeper	\$150.00	\$600.00

Note: These prices reflect lowest available rates as of 2/16/05 (see attached).

Tractor would be rented for 4 weeks annually (2 spring/ 2 autumn) and broom would be rented for 3 days annually (1 spring/ 2 autumn).

#### Annual Cost Comparison

\$2,983.40	Purchased (Purchase price/ 10 year useful life)
\$3,750.00	Rented $$825 \times 4 \text{ weeks} = $3,300 $ $+ $150 \times 3 \text{ days} = $450$
\$ 766.60	\$3,750 Projected Annual Savings

Rental time estimates reflect seasonal transition tasks only. Purchase of equipment would also make it available to perform tasks as needed at no additional expense. Availability, logistics and scheduling issues during critical times would be eliminated. Warranty would cover maintenance and repair costs over first 3 years. Equipment maintenance costs during out years are difficult to calculate but are anticipated to be less than accrued savings over 10 years.





PO Box 2163, Route 106 Concord, NH 03302-2163



(P) 603-226	-2188 (F) 603-226-3906 Date 2/15/200	05
Code	QUOTE SHEET  Description	Salada kan da baran da kan da kan List
680DLV31	John Deere 3320 Compact Utility Tractor - 4WD - Ehydro Transmission	า
1:1 :	Folding Roll Over Protection - Mid PTO - R3 Turf Tires - Dual Mid and Third Selective Control Valves	\$21,674
LVB25255 2531W	Imatch 3PH Quick Hitch	\$237
200 I VV	300CX Front End Loader - Hood Guard - Bucket Level Indicator - 73 In Heavy Duty Bucket - Ballast Box	
BW15056	Bushing Kit For Ballast Box	\$4,242 \$31
		ψυ :
		Total \$26,184
		Discount* (\$6,517) Sale \$19.667
		Sale \$19,667
610LV 1005	John Deere 448 Backhoe	\$8,003
2000	Mount Adapter Frame and Welment Plate	
3001	18 In. Bucket	\$63
LVB25505	Power Beyond Rear Hydraulics Kit	\$3 <b>4</b> 1
		Total \$8,407
DIF	FART TAVA INSTA	Discount* (\$1,981)
YLK	FASE TAKE NOTE	Sale \$6,426
3790M \	60 In Heavy Duty Rotary Broom	\$3,230
1001	Mounting Frame with Driveshaft and Hydraulic Angling Kit	\$967
2002 3040	Front Hydraufic Quick Hitch Less Additional Hydraulic Angling Kit	\$547
4004	2000 RPM Front PTO Kit	r.c.a
5010	Less Additional Implement Driveshaft	\$164
**Domestic	allenge to any market and a	Total \$4,908
The printer i	ing is an estimate and reflects current pricing for the 4310.	Discount* (\$1,167)

The pricing for the 3320 broom is not yet available and may after the quote when Sale\*\* it is released.

\*Discount applicable when purchased with the tractor, as a package. Pricing and availability is subject to change. 

Name City Of Manchester, Parks and Rec Dept.

Address Attn: Roger Grandmason City, St, Zip Macnhester, NH 03104 Phone 603-624-6565 ext 337

Fax 603-624-6569 

Quote By Wike

# 8

#### Wojnilowicz, Edward

From:

Grandmaison, Roger

Sent:

Wednesday, February 16, 2005 12:22 PM

To:

Wojnilowicz, Edward

Subject: RENTAL

**UNITED RENTALS** 

**NATIONS** 

RENT

40 WILLOW ST.

MANCHESTER NH 03103

TEL.622-1555

....

CANDIA NH 03034

17 OLD MANCHESTER RD.

TEL.483-2900

**SELENA LANGIS** 

WILL O'CONNELL

JOHN DEERE 4310 TRACTOR WITH BACKHOE

DAILY RATE \$258.00 WEEKLY RATE \$825.00 MONTHLY RATE \$2195.00

DAILY RATE \$350.00 WEEKLY RATE \$975.00 MONTHLY RATE\$2150.00

READILY AVAILABLE AT THIS TIME

LAYMOR RIDE ON SWEEPER

DAILY RATE \$270.00 WEEKLY RATE \$750.00 MONTHLY RATE \$2100.00

DAILY RATE \$150.00 WEEKLY RATE \$600.00 MONTHLY RATE \$1750.00

READILY AVAILABLE AT THIS TIME

#### COMMITTEE ON COMMUNITY IMPROVEMENT

January 11, 2005

6:30 PM

Chairman O'Neil called the meeting to order.

The Clerk called the roll.

Present:

Aldermen O'Neil, Shea, Smith, Lopez

Absent:

Alderman Garrity

Messrs.:

F. Thomas, N. Hebert, R. MacKenzie, L. LaFreniere, T. Arnold,

S. Maranto

Chairman O'Neil addressed Item 3 of the agenda:

Amending resolution and budget authorization transferring funds in the amount of \$96,738.09 for FY2005 CIP 611305 MNHS Downpayment & Closing Cost Assistance.

On motion of Alderman Lopez, duly seconded by Alderman Shea it was voted to approve the amending resolution and budget authorization.

Chairman O'Neil addressed Item 4 of the agenda:



Communication from Dayton and Concepcion Spaulding regarding drainage issues in the Pasture Drive development area.

Frank Thomas, Public Works Director, stated after the last CIP meeting, my staff met with the gentleman from Pasture Drive who requested that we take a look at filling in his backyard. If you remember correctly there were four or five homes on Pasture Drive and under the original subdivision a storm drainage treatment swale was built in their backyard. A request was made to eliminate this treatment swale. They received approval from the state. We allocated funds and relocated the drainage down the street so no roadway drainage was dumped into the backyards. After that three of the four backyards were filled without any attention paid to drainage. The gentleman who requested the filling of his backyard was upgrading. We did go out as I mentioned. It would be possible to get a small bobcat by his house, however in looking at the area we felt that if we now brought in some fill behind this gentleman's house that we would just move the water

problem up one lot and we felt that if we did get involved that we may be opening ourselves up for a liability in regards to going in and regarding all of the backyards. Based on our inspection of the area, we wrote a letter to the City Solicitor's Office summarizing our concerns and we are awaiting a response back. My offhand guess would be that they would advise us to stay away from this.

Chairman O'Neil asked Mr. Arnold are you aware of that letter.

Deputy Solicitor Arnold answered I am not and I apologize.

Alderman Shea moved to table this item until we get information from the Solicitor's Office. Alderman Smith duly seconded the motion. Chairman Thibault called for a vote. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 5 of the agenda:

Proposed ROW at 2989 Brown Avenue submitted by Norm Hebert.

Mr. Thomas stated this is somewhat of a complicated request that goes back some time so I am going to try to summarize it before I turn it back to you. In 1985, the Heberts gave the City a 26' x 28' square parcel of land on the northside of Cohas Brook abutting the easterly side of the Brown Avenue bridge over Cohas Brook. This parcel, along with others, were required to facilitate the rehabilitation of the bridge. The granting of this parcel reduced the Hebert's frontage along Brown Avenue to 129'. In 1987 this lot was subdivided into two lots having frontages of 100' and 29'. The housing lot at 2985 Brown Avenue having the 100' frontage was sold and the lot with the 29' of frontage was retained by the Heberts. Mr. Hebert claims that in 1985 he was promised that if the land was donated to the City it would become part of the Brown Avenue right-of-way so that the donation of this land would not adversely impact his frontage. As a result, he is now requesting that the City parcel be accepted by the Board of Mayor and Aldermen as part of the Brown Avenue right-of-way by means of the road hearing process. This request originally was sent to the Lands and Buildings Committee because it is a City parcel but after review by the Lands and Buildings Committee and with advice from us it has come back to this Committee for potential consideration under the road hearing process.

Alderman Lopez stated in the road hearing process...I am sure there are going to be questions here tonight but if we went out for a road hearing and we had all of these questions why should we do this...is this common.

Mr. Thomas responded this is not that common. Typically we are dealing with odd sections of roadway, not just small sections. In most cases we have had

LEO R. BERNIER, CITY CLERK CITY OF MANCHESTER, ONE CITY HALL PLAZA, MANCHESTER, N.H. 03101

DEAR MR. BERNIER:

NOVEMBER 30, 1999 WE PURCHASED A HOME AT 126 PASTURE DRIVE, MANCHESTER, N.H. THE PROPERTY WAS DEVELOPED AND CONSTRUCTED BY MOREAU CONSTRUCTION CO. OF BEDFORD, N.H. THE DEVELOPMENT WAS KNOWN AS "MEADOWCREST" AT THE TIME OF OUR PURCHASE.

AT THE TIME OF PURCHASE THE PROPERTY INCLUDED DRAINAGE PLAN IN THE REAR OF OUR HOME CONSISTING OF FOUR (4) WET AREAS (LAGOONS, PONDS, DITCHES?) TO DRAIN RAIN WATER FROM THE HILL SLOPING AWAY FROM THE PARKER-VARNEY SCHOOL AREA AT THE TOP OF THE HILL. SUCH WAS THE DRAINAGE PLAN FOR FIVE OR SIX HOMES. I ASSUME THE CITY OF MANCHESTER REQUIRED THE DRAINAGE PLAN BEFORE DEVELOPMENT OF THE LAND WAS AUTHORIZED. WE WERE PLEASED WITH THAT PLAN AND HAD NO COMPLAINTS REGARDING ITS FUNCTION.

IN THE SPRING OF 2004 ONE NEIGHBOR, WHOSE LAND ABUTS OURS, FILLED IN ABOUT ONE HALF OF THE DRAINAGE AREA THAT DRAINED OUR LAND AND THEIRS. THAT LEFT US WITH HALF OF ONE OF THE ORIGINAL DRAINAGE AREAS. TWO MORE NEIGHBORS DID LIKEWISE DURING THE SUMMER. WE HAVE BEEN TOLD AN EASEMENT HAD BEEN GRANTED BY THE CITY ALLOWING THE FILL WORK. RESULT? WE ARE LEFT WITH A POOL, SINK HOLE OR POND THAT STANDS THERE. I HAVE TRIED TO FIND A WAY TO SOLVE THE PROBLEM WITHOUT SUCCESS. A SOLUTION, I THINK, REQUIRES EQUIPMENT AND PEOPLE WHO KNOW HOW TO USE IT. I AM 82 YEARS OF AGE AND STILL ABLE TO WORK HARD FOR SHORT PERIODS OF TIME. BUT, I CANNOT OPERATE HEAVY EQUIPMENT.

IF THOSE WHO FILLED THEIR DRAINAGE AREAS REQUIRED AN <u>EASEMENT</u> TO DO SO, IT HAS TO MEAN THEY WERE LEGALLY RESTRICTED FROM DURING SO UNDER ORIGINAL DEVELOPMENT RESTRICTIONS. WHAT RIGHTS DO OWNERS HAVE WHO BOUGHT UNDER CERTAIN REQUIREMENTS ONLY TO HAVE <u>EASEMENTS</u> LEAD TO DAMAGE TO THEIR PROPERTY?

OUR BACK YARD TAKES THE MOST RUN-OFF OF RAIN WATER FROM THE HILL. ORIGINALLY DISPERSED IN FOUR (4) DRAIN AREAS WE NOW HAVE HALF OF ONE. IT IS AN UGLY SCENE IN OUR BACK YARD THROUGH NO FAULT OF OUR OWN. CAN, OR WILL THE CITY OF MANCHESTER HELP WITH THIS PROBLEM? CORRECTION OF IT, I THINK, WOULD BE A SMALL VENTURE GIVEN APPROPRIATE PEOPLE FOR THE JOB.

THANK YOU.

DAYTON M. & CONCEPCION M. SPAULDING

RECEIVED

NOV - 9 2004

CITY CLERK'S OFFICE

MR. LEO R. BERNIER CITY CLERK, CITY OF MANHESTER, ONE CITY HALL PLAZA, MANCHESTER, N.H. 03101

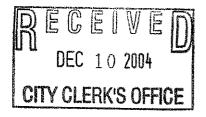
DEAR MR. BERNIER:

COULD YOU, WOULD YOU, MAKE THE ENCLOSED LETTER AVAILABLE TO THE BOARD OF ALDERMEN FOR THEIR CONSIDERATION? AFTER MEETING WITH THE ALDERMEN ON MONDAY, DECEMBERH 6,I HAVE WAITED TWO DAYS TO LET THE INFORMATION FORTHCOMING THERE SETTLE IN MY MIND. I DO NOT WANT, HOWEVER, TO BE TARDY IN ADDRESSING THE ISSUES TALKED ABOUT IN THE MEETING.

THANK YOU.

DAYTON M. SPAULDING, EdD. PROFESSOR EMERITUS,

PLYMOUTH STATE COLLEGE



DECEMBER 9, 2004

ALDERMEN, 1 CITY HALL, MANCHESTER, N.H. 13101

#### GENTLEMEN:

I HAVE WAITED THREE DAYS BEFORE REACTING TO THE SUBSTANCE OF THE MEETING I ATTENDED WITH YOU ON MONDAY, DECEMBER 6, 2004. I WANTED TO MAKE SURE THAT I UNDERSTOOD YOUR REACTION(S) TO MY PETITION FOR ASSISTANCE WITH THE DRAINAGE PROBLEM TO THE REAR OF MY HOME.

SPECIFICALLY I WANT TO REACT TO THOUGHTS STATED AT THE MEETING THAT I DID NOT ADDRESS AT THE TIME.

#### THEREFORE:

- 1. IT WAS MENTIONED SEVERAL TIMES IN THE MEETING THAT OTHER HOME OWNERS HAD CHANGED THEIR DRAINING PLANS THEMSELVES. THAT IS TRUE AND, IN MY OPINION, INDEED, THEY SHOULD HAVE DONE SO SINCE THEY REQUESTED THE RIGHT TO ALTER THE DRAINAGE PLAN ENACTED BY THE DEVELOPER AND APPROVED BY THE CITY WHEN THE HOMES WERE BUILT. IN NO WAY, TO MAY WAY OF THINKING, DOES THIS BRING IMPETUS TO THE THOUGHT THAT I SHOULD CHANGE MY PART OF THE ORIGINAL SYSTEM MYSELF. I WAS SATISFIED, EVEN HAPPY, WITH THE ORIGINAL SYSTEM OF SWAYLES. AND, PLEASED THE CITY HAD SET A HIGH STANDARD FOR WATER DRAINAGE.
- 2. QUITE FRANKLY I. DON'T THINK IT FAIR THAT AN INDIVIDUAL PURCHASING PROPERTY UNDER ONE SET OF RULES AND REGULATIONS HAVE THOSE PARAMETERS CHANGED AT A LATER DATE.
- 3. AS I MENTIONED IN THE MEETING A BOB-CAT MACHINE CAN HAVE ACCESS TO MY BACK YARD. I HAVE HAD ONE SUCH MACHINE DO SO.
- 4. ALTHOUGH I AM NOT A BONA FIDE LANDSCAPER I THINK ONE DAY'S WORK WITH A BOB-CAT WOULD BE All THAT IS NECESSARY TO CORRECT MY WATER: DRAINAGE PROBLEM. I WOULD BE HAPPY TO HELP AND WORK TO THE BEST OF MY ABILITY.
- 4. I DO APOLOGIZE FOR MY INABILITY TO HEAR READILY. I KNOW IT IS EXASPERATING AS IT SLOWS DOWN CONVERSATION SO MUCH.

THANK YOU.

DAYPO N M. SPAULDING, Ed.D

PROPESSOR EMERITUS,
PLYMOUTH STATE COLLEGE

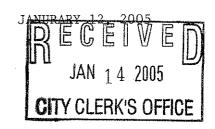
2.

A BELATED THOUGHT.

WHAT IF, HOMEOWNERS IN A DEVELOPMENT WERE TO SOLICIT CHANGE IN A LAID OUT STREET PLAN THAT WOULD BY-PASS A GIVEN HOME SO THAT THE HOME WOULD HAVE NO EXIT FROM OR ENTRY TO, THE STREET? RIDICULOUS? YES! BUT A PART OF THE BY-PASSED HOME OWNER'S RIGHTS WOULD HAVE BEEN IGNORED. EVERY DEVELOPMENT HAS RIGHTS AND CONSIDERATIONS THAT SHOULD NOT BE ABROGATED. WATER DRAINAGE IS NO DIFFERENT.

And

HONORABLE BOARD OF MAYOR AND ALDERMEN C/O MR. LEO BERNIER
CITY CLERK'S OFFICE,
ONE CITY HALL PLAZA,
MANCHESTER, N.H. 03103



#### GENTLEMEN:

I AM IN RECEIPT OF A COPY OF A LETTER WRITTEN BR MR. BRUCE THOMAS DATED JANUARY 10, 2005 REGARDING DRAINAGE OF MY BACK YARD AT 126 PASTURE DRIVE, MANCHESTER, N.H. 03102 ADDRESSED TO YOUR OFFICES. IT WAS HAND DELIVERED WHEN I VISITED THE HIGHWAY DEPARTMENT OFFICE.

IN MY OPINION, MR. THOMAS AND I APROACH THE MATTER FROM TWO VERY DIFFERENT POINTS OF VIEW. HE EVIDENTLY VIEWS THE ISSUE FROM CONCERN FOR AMOUNT OF WORK TO BE DONE IF THE HIGHWAY DEPARTMENT DOES IT. I APPROACH IT IN CONCERN FOR A "WRONG" THAT WAS DONE WHICH CAUSED A DRAINAGE PROBLEM. WRONG? I BOUGHT AND PAID FOR THE LAND AND HOME INCLUDING A SWAYLE THAT PROVIDED EXCELLENT DRAINAGE. UPON THE GRANT OF AN EASEMENT BY THE CITY THE SWAYLE WAS DEMOLISHED. FOR ME, A DRAINAGE PROBLEM ENSUED. I DOUBT I WOULD HAVE PURCHASED THE PROPERTY WITHOUT THE SWAYLE.

DIRECTING MY ATTENTION TO THE AMOUNT OF WORK NEEDED, I HASTEN TO ADD. IN MY OPINION IT WOULD NOT BE A BIG WORK LOAD. TOO, IN MY OPINION IT IS MISLEADING TO USE THE TERM "UPSTREAM" TO DESCRIBE LAND EXTENT INVOLVED. CONTRARY TO MR. THOMAS REMARK, THERE IS NO "UPSTREAM." THERE IS ONE HOME NORTH OF MY PROPERTY WITH A SMALL DRAIN PROBLEM WHICH THE OWNER HAS ALREADY STARTED TO TREAT. TO THE SOUTH ALL OTHER HOMES HAVE "FILLED IN" THE SWAYLE AND, AS MR. THOMAS SAYS THEY ARE HAPPY." I WOULD ANTICIPATE NO CONTINUED WORK IN EITHER DIRECTION.

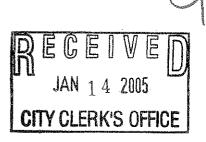
THOUGH I MET WITH THE BOARD OF ALDERMEN IN EARLY DECEMBER, 2004 I HAVE NOT RECEIVED A REPLY TO MY REQUEST FOR DRAINAGE WORK IMPROVEMENT. I WOULD BE PLEASED TO TRY TO ANSWER QUESTIONS OR SIMPLY ELABORATE ON THE SITUATION.

THANK YOU .

DATTON M. SPAULDING, Ed.D.

PROFESSOR EMERITUS, PLYMOUTH STATE COLLEGE

CC/ MR. FRANK THOMAS, P.E. ENGINEERING MANAGER



December 20, 2004

Thomas R. Clark
OFFICE OF CITY SOLICITOR
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Pasture Drive Regrading of Private Property

Dear Tom:

The Pasture Drive Subdivision was approved with a 2000' long, flat drainage swale that spanned the rear of four lots. There is an easement for the swale. At the request of the residents and with the approval of State of New Hampshire reviewing authorities, the Highway Department redirected the runoff from the street in a manner that it did not enter the swale, thus removing the need for the swale. The residents were then told that they could fill in the swale (although one resident had already filled in the portion on his lot).

At this time, the three downstream residents have filled in the swale on their properties, but none have coordinated their efforts. Water now ponds at the property of Mr. Dayton Spaulding of 126 Pasture Drive. He wants the City to supply materials and labor to raise the grade of his rear lawn.

Do we have the responsibility to fill in Mr. Spaulding's back yard where the Swale was? If we do the work, we will likely move the ponding upstream to his neighbor's yard. We have concerns that once we get involved with doing this work, we will ultimately have to regrade all of the backyards, including those already done by the other residents.

Your assistance in this matter is appreciated. If you have any questions or comments, please do not hesitate to call.

Very truly yours,

Bruce A. Thomas, P.E. Engineering Manager

c/Frank C. Thomas, P.E.



Jan 10, 2008 Februars 3, 2004

C.I.P. Committee of the Honorable Board of Mayor and Aldermen C/O Mr. Leo Bernier CITY CLERKS OFFICE One City Hall Plaza Manchester, New Hampshire 03103

Re: Status Report - Spaulding Property, 126 Pasture Drive

#### Gentlemen:

At your request, we have viewed the backyard of Mr. Dayton Spaulding to determine if the City can regrade a portion of his backyard.

As you recall, the Pasture Drive Subdivision was approved with a 2000' long, flat drainage swale that spanned the rear of four lots. There is an easement for the swale. At the request of the residents and with the approval of State of New Hampshire reviewing authorities, the Highway Department redirected the runoff from the street in a manner that it did not enter the swale, thus removing the need for the swale. The residents were then told that they could fill in the swale (although one resident had already filled in the portion on his lot).

At this time, the three downstream residents have filled in the swale on their properties, but none have coordinated their efforts. Some ponding occurred throughout the swale prior to the residents filling it in. Water now ponds at the property of Mr. Dayton Spaulding of 126 Pasture Drive. Mr. Stephen Tierney, Highway Dept. Supt. of Operations and I met with Mr. Spaulding at the site. Mr. Spaulding wants us to regrade and raise a significant portion of his backyard. Our concern is that if we raise the level of his yard, we will create problems upstream. We have determined that there is access to the site. However, once we get involved with doing this work, we may ultimately have to regrade all of the backyards, including those already done by the other residents.

On December 20, 2004, I sent a letter to the Solicitor's Office asking for an opinion as to whether the City should be doing this work for Mr. Spaulding. A copy of the letter is attached. As of today's date, I have not received a response.

If you have any questions or comments or if I can be of further assistance, please do not hesitate to call.

Very truly yours,

Bruce A. Thomas Engineering Manager

c/Frank C. Thomas, P.E. Kevin A. Sheppard, P.E.



# CITY OF MANCHESTER Office of the City Clerk



Leo R. Bernier City Clerk

Carol A. Johnson Deputy City Clerk

Paula L-Kang Deputy Clerk Administrative Services

Matthew Normand Deputy Clerk Licensing & Facilities

Patricia Piecuch Deputy Clerk Financial Administration

January 18, 2005

Dayton M. Spaulding, Ed.D 126 Pasture Drive Manchester, NH 03102

Re:

Drainage Issues

Dear Mr. Spaulding:

Your communication dated January 12<sup>th</sup> relative to the above-referenced has been received by this office.

Please note that your request was addressed by the Committee on Community Improvement at a meeting held on January 11, 2004 at which time is was voted that your item be tabled pending further information from the City Solicitor's Office. Enclosed is a copy of excerpts of the minutes of this meeting.

Sincerely,

Leo R. Bernier City Clerk

Enclosure

pc:

Highway Solicitor

R BRIMAN



#### City of Manchester Department of Highways

227 Maple Street Manchester, New Hampshire 03103-5596 (603) 624-6444 Fax # (603) 624-6487 Commission

Edward J. Beleski - Chairman Henry R. Bourgeois William F. Kelley Michael W. Lowry William A. Varkas

Frank C. Thomas, P.E. Public Works Director

Kevin A. Sheppard, P.E. Deputy Public Works Director

January 18, 2005

C.I.P. Committee of the Honorable Board of Mayor and Aldermen C/O Mr. Leo Bernier CITY CLERKS OFFICE One City Hall Plaza Manchester, New Hampshire 03103

Re: Status Report - Spaulding Property, 126 Pasture Drive

#### Gentlemen:

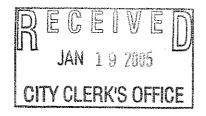
On December 20, 2004, I sent a letter to the Solicitor's Office asking for an opinion as to whether the City should be doing this work for Mr. Spaulding. A copy of that letter and the Solicitor's response is attached.

If you have any questions or comments or if I can be of further assistance, please do not hesitate to call.

Very trally yours,

Bruce A. Thomas Engineering Manager

c/Frank C. Thomas, P.E. Kevin A. Sheppard, P.E.





#### City of Manchester Office of the City Solicitor

One City Hall Plaza Manchester, New Hampshire 03101 (603) 624-6523 Fax (603) 624-6528

TTY: 1-800-735-2964

Email: solicitor@ci.manchester.nh.us

Thomas R. Clark City Solicitor

Thomas I. Arnold, III Deputy City Solicitor

Daniel D. Muller, Jr. Kenneth R. Bernard Michele A. Battaglia Marc van Zanten

January 12, 2005

Bruce A. Thomas, P.E. Engineering Manager Department of Highways 227 Maple Street Manchester, NH 03103

Re: Pasture Drive

Dear Bruce:

This is in response to your letter of December 20, 2004, concerning the drainage swale on Pasture Drive.

Based upon the information provided in your letter, I see no responsibility on the part of the City to regrade private property.

If I can be of any further assistance, feel free to contact me.

Very truly yours,

Thomas R. Clark City Solicitor

TRC/hr

cc: Frank Thomas, Public Works Director





#### City of Manchester Department of Highways

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

Commission

Edward J. Beleski - Chairman Henry R. Bourgeois William F. Kelley Michael W. Lowry William A, Varkas

Frank C. Thomas, P.E. Public Works Director

Kevin A. Sheppard, P.E. Deputy Public Works Director

December 20, 2004

Thomas R. Clark
OFFICE OF CITY SOLICITOR
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Pasture Drive Regrading of Private Property

Dear Tom:

The Pasture Drive Subdivision was approved with a 2000' long, flat drainage swale that spanned the rear of four lots. There is an easement for the swale. At the request of the residents and with the approval of State of New Hampshire reviewing authorities, the Highway Department redirected the runoff from the street in a manner that it did not enter the swale, thus removing the need for the swale. The residents were then told that they could fill in the swale (although one resident had already filled in the portion on his lot).

At this time, the three downstream residents have filled in the swale on their properties, but none have coordinated their efforts. Water now ponds at the property of Mr. Dayton Spaulding of 126 Pasture Drive. He wants the City to supply materials and labor to raise the grade of his rear lawn.

Do we have the responsibility to fill in Mr. Spaulding's back yard where the Swale was? If we do the work, we will likely move the ponding upstream to his neighbor's yard. We have concerns that once we get involved with doing this work, we will ultimately have to regrade all of the backyards, including those already done by the other residents.

Your assistance in this matter is appreciated. If you have any questions or comments, please do not hesitate to call.

Very truly yours,

Bruce A. Thomas, P.E. Engineering Manager

c/Frank C. Thomas, P.E.

#### Time line of Pasture Drive Subdivision:

Subdivision plan were approved in the Fall of 1999

Construction of the subdivison began in spring of 2000

Most of the complaints regarding the swale were filed by from Paula Kocur at 138 Pasture Drive. The complaints were lodge over two year period (2001 to 2003)

Worked on design of elimating drainge to swale area in summer and Fall of 2003

During the winter of 2003 met with residents of #138, #160 and #168 Pasture Drive to explain the design. That is when I was informed that the owner at #168 have partially filled the swale already. Dave Winslow was informed the residents at the meeting of the need to have all the owner's at the same time fill in the swale.

Storm drain work to bypass the swale was performed in the summer of 2004. Homeowners filled the swales soon after completion of the work.

Talked to Ms. Kocur and Mr. Hebert (#160 Pasture) in November of 2004. Both mentioned that they are happy with the outcome of the project. It is much better than what was there. Very minor puddles still occur in their backyards during heavy rain storms but are going within 24 hours.

LaFreniere correctly, the ability to come back to the Board of Mayor and Aldermen as we saw last time for the first time asked for the building permit on an unaccepted City way. That goes with an education that I think Planning needs to weigh in with some considerations if there are safety issues but I think I may have initiated with them what I thought was a third option that they had. Leon correct me if I am incorrect because this is a new statute we are dealing with.

Mr. LaFreniere responded I don't have any knowledge that the Gelinas's have pursued asking the Board of Mayor and Aldermen yet for authorization to build on a lot without street frontage. The action that I am aware of is the request before you tonight, which was a separate and distinct request to petition for acceptance of a street and in that case that would eliminate any zoning non-compliances because it would then be a street. That is a little bit different than the other potential action to create a building on a lot without street frontage.

Alderman DeVries asked if there is new action that has come forward within the last few days from the Gelinas's to this Board and I didn't see a current dated letter, I thought it was a December 17 letter that was making this request but if something new has come forward I certainly have no issues and I think maybe we can go forward with both efforts and certainly if they don't wish to follow the dedication process that is their funds and they can stop that and have a conversation with the Building Department to see if they should be writing a letter.

Chairman O'Neil called for a vote on the motion to recommend that the dedication process be followed and that the owner be responsible for all expenses.

Chairman O'Neil addressed Item 7 of the agenda:



Petition for discontinuance of a portion of ROW at 466 So. Willow Street submitted by Frederick Nixon.

Mr. Thomas stated this is a petition for a discontinuance of South Willow Street. In particular, it is located at the intersection of South Willow Street and South Lincoln Street. There is an auto dealership there, Autotorium I believe is the name of the place. What we did in conjunction with the opening of the Shaw's Supermarket was to make that more of a right hand turn at that area of intersection in order to slow down traffic coming off of South Willow Street. Traffic was speeding because it was kind of a flat turn at that location. As such, there was more dead space created. The plan that is attached to our correspondence shows the area in particular that is being requested for discontinuance. We don't really have a concern with it, however, there are two issues that I would like to raise. Number one, before any discontinuance would take place, the parcel because it is the South Willow Street corridor and because federal monies were utilized for



improvements to South Willow Street we would most likely have an encroachment agreement which would require that the state sign-off on this. We have made that request and not heard back from them yet. Also, we did receive a copy of a correspondence from Bob MacKenzie of the Planning Department noting that this area may be considered for improvements as far as the streetscape in this area. I guess the request is a little premature based on our correspondence.

Chairman O'Neil asked Bob how did this particular corner get consideration for Plan NH.

Mr. MacKenzie answered recently the Mayor's Office asked me to actually submit to Plan NH for streetscape improvements along the entire corridor, which would include maybe widening of sidewalks in certain areas, tree planting and other improvements to make it a little bit more friendly including perhaps signage improvements. We had not really looked at this particular plan until today so I did put in a letter just providing you with information that there might because I would hate to come back maybe six months from now and say we have to widen the right-of-way here and the Board has already discontinued a portion of that. I do think a portion of it could be discontinued but it may be that we leave a little bit more room for sidewalk or trees in this area because it is actually a relatively narrow sidewalk and a relatively narrow right-of-way once South Willow was widened several years ago.

Chairman O'Neil asked by moving forward on this Plan NH project is that going to end up binding us into doing work down the road.

Mr. MacKenzie answered it in no way binds the City but I think the Mayor's Office is hoping that it gives us some good ideas to visually improve South Willow Street and make it a little more pedestrian friendly and a little bit safer.

Alderman Shea moved to table this item. Alderman Smith duly seconded the motion. Chairman O'Neil called for a vote. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 8 of the agenda:

Communication from Leo Bernier, City Clerk, requesting the Committee recommend a transfer from contingency of \$7,313.00 to the Clerk's Office to cover the costs required for purchase of a Canon Filmer/Scanner Model DR5060F.

On motion of Alderman Shea, duly seconded by Alderman Lopez it was voted to approve the transfer of \$7,313 from contingency to the City Clerk's Office.



Robert S. MacKenzie, AICP Director

### CITY OF MANCHESTER

### **Planning and Community Development**

Planning Community Improvement Program Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

#### Memorandum

To:

Committee on Community Improvement Program

From:

Robert S. MacKenzie

Director of Planning & Community Development

Date:

January 11, 2005

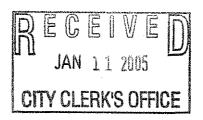
Subject:

Discontinuance of a portion of South Willow and Lincoln Streets

We will be working with the Mayor's Office to submit a proposal to Plan NH to develop an improved streetscape and pedestrian access along South Willow Street. If possible, we would like a little time to review whether this section of South Willow is needed for any of these possible improvements.

If you have any questions, we will be available at your next meeting.

C: Robert A. Baines Frank Thomas



One City Hall Plaza, Manchester, New Hampshire 03101 Phone: (603) 624-6450 FAX: (603) 624-6529 E-mail: planning@ci.manchester.nh.us www.ci.manchester.nh.us

Frederick H. Nixon 137 Landing Road Hampton, NH 03842

May 24, 2004

Aldermanic CIP Committee c/o Leo Bernier, City Clerk City of Manchester One City Hall Plaza Manchester, NH 03101

RE: Right of Way 466 So. Willow Street

Dear Aldermanic CIP Committee:

I request that the surplus right of way on the corner of 466 So. Willow and Lincoln St. be discontinued and that I be allowed to obtain this property.

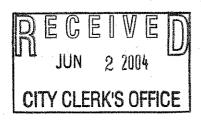
Thank you for reviewing this request and please call me with any questions or comments at 603 235 50 97

Respectfully submitted,

Frederick H. Nixon, Property Owner

CC: Frank Thomas, Highway Department

Gregory Marino, Lessee





# CITY OF MANCHESTER Office of the City Clerk



Leo R. Bernier City Clerk

Carol A. Johnson Deputy City Clerk

Paula L-Kang Deputy Clerk Administrative Services

> Matthew Normand Deputy Clerk Licensing & Facilities

Patricia Piecuch Deputy Clerk Financial Administration

Memo To:

Frank Thomas

Public Works Director

From:

C. Johnson

Deputy City Clerk

Date:

December 2, 2004

Re:

466 So. Willow & Lincoln Street ROW discontinuance

Enclosed is a copy of communications relating to the above referenced. Could someone from your office respond in writing regarding this area so we can dispose of it by whatever means appropriate. Although there may have been verbal communications, I can find no records of prior response. Thanks in advance for your assistance.



### City of Manchester Department of Highways

227 Maple Street Manchester, New Hampshire 03103-5596 (603) 624-6444 Fax # (603) 624-6487 Commission Edward J. Beleski - Chairman

- Chairman Henry R. Bourgeois William F. Kelley Michael W. Lowry William A. Varkas

Frank C. Thomas, P.E. Public Works Director

Kevin A. Sheppard, P.E. Deputy Public Works Director

December 6, 2004

Carol Johnson, Deputy City Clerk One City Hall Plaza Manchester, New Hampshire 03101

RE: PETITION TO DISCONTINUE RIGHT OF WAY AT 466 SOUTH WILLOW STREET

Carol,

We have been attempting to establish the existing right of way of South Willow Street, South Lincoln Street and Parkview Street since receiving the request for discontinuance. It is necessary to identify the City's existing rights of way in relation to the improvements at that site in order to determine if a discontinuance is possible.

While we have established the right of way of South Lincoln Street and Parkview Street, the right of way of South Willow Street has yet to be determined. When the State of New Hampshire laid out the South Willow Street project they created a new right of way for the street and took a portion of the Nixon property. Unfortunately, the project plans provide little information to locate the new right of way in relation to the existing streets.

Now that most of our construction projects have ended, we have some time to work on this project. I have spoken to Mr. Marino and explained the scope of the work needed and the time required for that task.

Sincerely,

Martin Miccio, L.L.S. Chief of Survey

cc: File



### City of Manchester Department of Highways

227 Maple Street Manchester, New Hampshire 03103-5596 (603) 624-6444 Fax # (603) 624-6487

#### Commission

Edward J. Beleski - Chairman Henry R. Bourgeois William F. Kelley Michael W. Lowry William A. Varkas

Frank C. Thomas, P.E. Public Works Director

Kevin A. Sheppard, P.E. Deputy Public Works Director

December 29, 2004

Community Improvement Committee of the Board of Mayor and Aldermen City Hall c\o Leo R. Bernier, City Clerk One City Hall Plaza Manchester, New Hampshire 03101

RE: PETITION TO DISCONTINUE A PORTION OF RIGHT OF WAY AT 466 SOUTH WILLOW STREET

Dear Committee Members,

We have reviewed the petition of Frederick Nixon to discontinue a portion of the right of way in front of 466 South Willow Street. An attached drawing may help to illustrate the following points.

- The petition does not describe a new right of way line therefore the proposed right of way shown was assumed to be 7' behind the newly installed curb.
- The current South Willow Street right of way was established by condemnation recorded at HCRD book 2357 page 364. A part of this right of way, 1124 square feet, lies inside the South Lincoln Street right of way.
- The South Lincoln Street right of way had been established before the current South Willow Street right of way. The portion of the South Lincoln Street right of way that M. Nixon is proposing to discontinue, 139 square feet, lies outside of the South Willow Street right of way.
- The total discontinuance is 1,263 square feet.
- The travel lanes at the site were recently reconfigured to reduce traffic speed from South Willow onto South Lincoln Street. Due to this configuration a catch basin and drainage pipes now lie outside the traveled way, and within the petitioned area. These improvements would require the City retain an easement of 677 square feet for maintenance and replacement of that drainage system.

- Since South Willow Street was constructed by the State of New Hampshire, this discontinuance will require approval by the State of New Hampshire Department of Transportation. A copy of this request will be transmitted to the State Department of Transportation.
- The Building and Traffic Departments should review this discontinuance due to the likelihood that vehicles will be parked up to the new right of way once the discontinued area is acquired by the abutter.

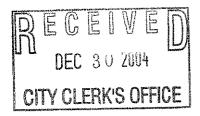
The Highway Department supports this requested discontinuance if acceptable to the other noted City and State agencies.

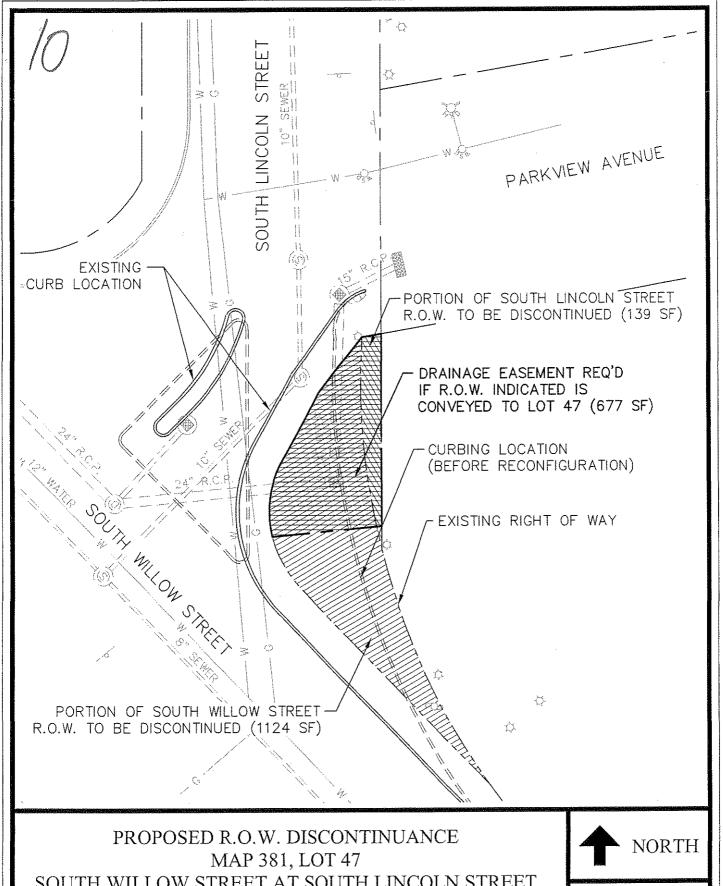
If you have any questions regarding this subject, I can be reached at 624-6444 extension 301.

Sincerely,

Frank Thomas, P.E. Public Works Director

MJM cc: File





SOUTH WILLOW STREET AT SOUTH LINCOLN STREET MANCHESTER, NEW HAMPSHIRE JAN 2005

**SCALE** 1'' = 20'



### **City of Manchester Department of Highways**

227 Maple Street Manchester, New Hampshire 03103-5596 (603) 624-6444 Fax # (603) 624-6487

Commission

Edward J. Beleski - Chairman Henry R. Bourgeois William F. Kelley Michael W. Lowry William A. Varkas

Frank C. Thomas, P.E. Public Works Director

Kevin A. Sheppard, P.E. Deputy Public Works Director

January 19, 2005

Community Improvement Committee of the Board of Mayor and Aldermen City Hall C/o Leo R. Bernier, City Clerk One City Hall Plaza Manchester, New Hampshire 03101

Re: Petition to Discontinue a Portion of Right Of Way at 466 South Willow Street

Dear Committee Members,

The attached letter dated January 18, 2005 has been received from the New Hampshire Department of Transportation regarding the requested discontinuance of a portion of the Right of Way at 466 South Willow Street. The letter outlines the required procedure needed to return to private ownership that portion of the Right of Way that was acquired using Federal Aid.

As noted previously, the Highway Department supports this requested discontinuance if it is acceptable to the other City Departments.

The petitioner should provide the required documentation and should bear all costs to satisfy the state and federal reimbursement.

Sincerely,

Frank Thomas, P.E.

Public Works Director

CITY CLERKS OFFICE



## THE STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION



10

### CAROL A. MURRAY, P.E. COMMISSIONER

January 18, 2005

Frank Thomas, P.E. Director of Public Works City of Manchester 227 Maple Street Manchester, NH 03103

RE: Manchester

South Willow Street at South Lincoln Street Discontinuance of Portion Right-of-Way

Dear Mr. Thomas:

As you are aware, the South Willow Street C-1921 project was constructed with Federal Aid. Utilization of such funds is contingent upon many requirements. One provision stipulates that any property purchased that is subsequently transferred or sold back into private ownership requires reimbursement of funds to the State's Federal Aid account in an amount equal to the current fair-market value of the land factored by the participating ratio of Federal Aid in vogue at the time of original acquisition. The ratio, at that time, was 75% -- Federal 25% State or City.

Our Right-of-Way Bureau has researched the files relative to acquisition of property that is affected by the proposed action. The plans and file records indicate that 720 square feet of land and a building were acquired from the abutting Fredrick H. Nixon parcel (No. 23). In comparing what was originally acquired with what is proposed to be discontinued (i.e., transferred to private ownership), it appears that approximately 240 square feet of the original acquisition is involved.

All right-of-way required to construct the C-1921 project was originally acquired in the name of the State of New Hampshire. The State subsequently transferred the ownership of that acquired right-of-way property to the City in March 1981 (copy of Quit Claim Deed attached). That fact does not nullify the reimbursement requirement.

In order for the Department to concur in the City's action to discontinue the right-of-way as depicted on your plant titled "Proposed ROW Discontinuance MAP 381 Lot 47 South Willow Street at South Lincoln Street, Manchester, New Hampshire JAN 2005", the City must undertake the following action: Develop a plan that clearly defines the total area of previously acquired property that is being returned to private ownership. Have an appraisal of the property produced in accordance with the Uniform Standard of Professional Appraisal Practice. Provide a copy at that appraisal to the Department for concurrence as to it form and substance and upon approval by the Department, submit a check in an amount equal to 75% of the fair-market value of the land that qualifies for reimbursement to the Department made out to Treasurer, State of New Hampshire and reference the Federal Aid Project, Manchester, M5193(001), C-1921.

JOHN O. MORTON BUILDING • 7 HAZEN DRIVE • P.O. BOX 483 • CONCORD, NEW HAMPSHIRE 03302-0483 TELEPHONE: 603-271-3734 • FAX: 603-271-3914 • TDD ACCESS: RELAY NH 1-800-735-2964 • INTERNET: WWW.NHDOT.COM

Frank Thomas, P.E. Director of Public Works City of Manchester January 18, 2005 Page 2 of 2

Should you have any questions in this regard, please give me a call.

Sincerely,

Robert T. Barry, P.E., Administrator Bureau of Municipal Highways

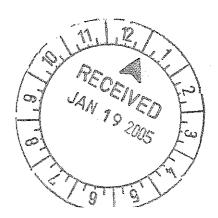
Telephone: (603) 271-2107

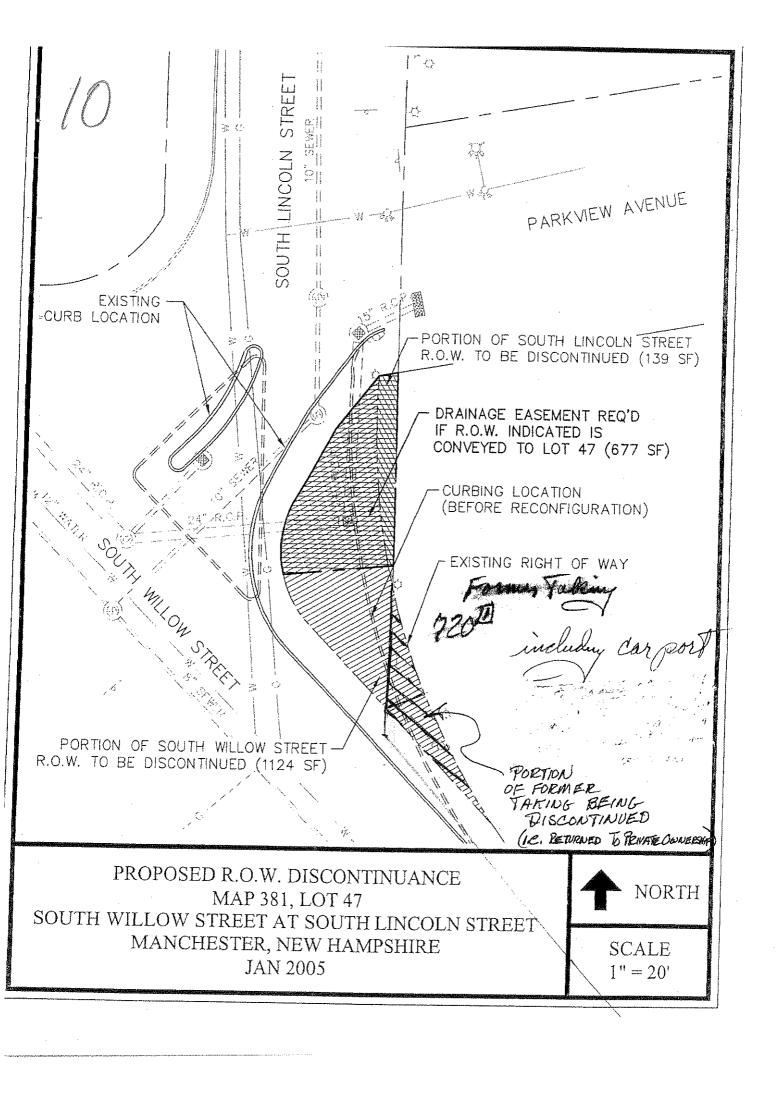
### RTB/rgd

James A. Moore, Assistant Director of Project Development cc: William Janelle, Bureau of Right-of-Way Harry Kinter, Federal Highway Administration

### Enclosure

s:\1-municipalities\manchester\misc letters\thomas discontinu portion row.doc





#### KNOW ALL MEN BY THESE PRESENTS,

THAT, The State of New Hampshire, by John A. Clements, Commissioner of Public Works and Highways pursuant to vote of the Governor and Council on December 10, 1980, and in accordance with the provisions of New Hampshire Revised Statutes Annotated, Chapter 229:10, for and in consideration of the sum of one (\$1.00) dollar and other valuable consideration to it in hand before the delivery hereof, well and truly paid by the City of Manchester, has remised, released, and forever Quitclaimed, and by these presents, does remise, release, and forever quitclaim unto the said City of Manchester, its successors and assigns forever:

Any and all interest the State of New Hampshire has in the highway right-of-way for reconstructed South Willow Street in the City of Manchester, County of Hillsborough, State of New Hampshire, that was acquired by the Grantor for the following projects:

Manchester M-5193(001) - C-1921 Manchester M-5193(002) - C-1921-A

Project plans of said projects on record at the New Hampshire Department of Public Works and Highways and in the Hillsborough County Registry of Deeds.

TO HAVE AND TO HOLD the said premises with all the privileges and appurtenances thereunto belonging to the said Grantee and its successors and assigns forever.

IN WITNESS WHEREOF The State of New Hampshire has caused its name to be set and its seal to be hereunto affixed by John A. Clements, Commissioner of Public Works and Highways, duly authorized this 3/2 day of the following of the sear of our Lord, 1981.

Signed, sealed and delivered in the presence of:

THE STATE OF NEW HAMPSHIRE

Dec.

Commissioner

Public Works and Highways

MITTO OF THE HAMPSHIRE.

Hillshorough

SS.

Joyce E. Whitney, the undersigned officer, personally appeared John A. Clements, who acknowledged himself to be the Commissioner of Public Works and Highways, and that he, as such Commissioner, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of The State of New Hampshire by himself as Commissioner of Public Works and Highways.

IN WITNESS WHEREOF I have hereunto set my hand and seal.

Notary Public

My Commission Expires February 3, 1983.

QUITCLAIM DEED

The State of New Hampshire

To

City of Manchester

Hillsborough

Records

, 1981

Received April 24

Hour Minute

Recorded Lib. 2836 Fol. 532

Examined by,

Register

Jacher 56-119

ROW PLANS-2 FILE NO. 56,119

DESIGN DATA

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

STATE OF NEW HAMPSHIRE

FEDERAL AID URBAN PROJECT PLANS OF PROPOSED

IS SIGNING, STREPING B. COMDUST, LAMOUT PROLL, DEVENDERS MARRIENTS B. SIGN 20 - 22. MARVIERANCE B. PROTECTION OF TRAFFIC 23 - 25. GETALS.

INDEX OF SHEETS

TITLE PAGE

SHEET NO. 1

== |2 · |6

M 5193 (001)

FLAM 1"=20"-0" SCALES PROFILE VERT "" 10"-0" HDR, "" 50"-0" CROSS SESTION VERT 1" 5"-0" NOR, "=5"-0"

N.H. PROJECT NO, C-1921

THIS PROJECT TO BE CONSTRUCTED IN ACCORDANCE WITH STANDARD SPECIALISMS AND THE STANDARD SPECIAL STANDARD SPECIAL HOUSE NOW ALL WITH THE PERSEAL HEADMAY ADMINISTRATION AND SPECIAL PROVISCH'S ATTACHED TO THE PROPOSAL.

7466 AVERAGE DAILY TRAFFIC 19, TRAF

CURRENT STAMBARD

MAY B, 1970 MAY B, 1970 MOVEMBER 1, 1973 FEBRUARY 11, 1973 JANUARY 4, 1973 APRIL, 20, 1973 MAY 8, 1970 MAY 8, 1970 MAY 10, 1971 OCTOBER 23, 1973 JANIJARY 4, 1973 JANIJARY 4, 1973 JANIJARY 4, 1973 JANUARY 4, 1973 MAY 10, 1973 AUGUST 1, 1969 NEW SHEET NEW SHEET STANDARD NO. 8
STANDARD NO. 9
STANDARD NO. 9-A
STANDARD NO. 10
STANDARD NO. 11
STANDARD NO. 11
STANDARD NO. 12 STANDARD NO.1-A
STANDARD NO.1-A
STANDARD NO.3
STANDARD NO.3-A
STANDARD NO.3-B
STANDARD NO.3-B
STANDARD NO.4
STANDARD NO.4
STANDARD NO.5-A
STANDARD NO.5-A
STANDARD NO.5-A

AUGUST 1, 1969 NOVERBER 22, 1971 REVISED CONSTRUCTION STANDARD NO.14 STANDARD NO.15

STANDARD NO. CS-2 STANDARD NO. CS-2 STANDARD NO. CS-3 STANDARD NO. CS-4

WILLOW ST BK."

STA, 30+25.0 END M 5193 (001)

STA, 2+43.55 BEGIN M 5193 (001)

LOCATION PLAN PHT LOCATIONS

DEPUT PODEMISSIONER ON'S CHEF ENGINEER

RECOMMENDED FOR APPROVAL, DATE 5 --

Jobet M. Esterben

Houd & QUILLY SECONDER

DEPARTMENT OF TRANSPOSTATION FEDERAL HIGHWAY ADMINISTRATION

APPROVED

THESE PLANS HAVE BEEN REDUCED PHOTOGRAPHICALLY TO APPROXIMATELY 1/2 SCALE

CONVENTIONAL SIGNS

FENCE STORE WALK LINFENCED WAT TRANSCED WAL BALLINGARE RETAINING WALL SEVER MANHOLE STATE LINE \_\_\_\_\_\_
TOWN LINE \_\_\_\_\_\_

LAYOUT SCALE: ( \* 800'

COUNTY OF MANCHESTER COUNTY OF HILLSBORO

CITY OF MARCHESTER

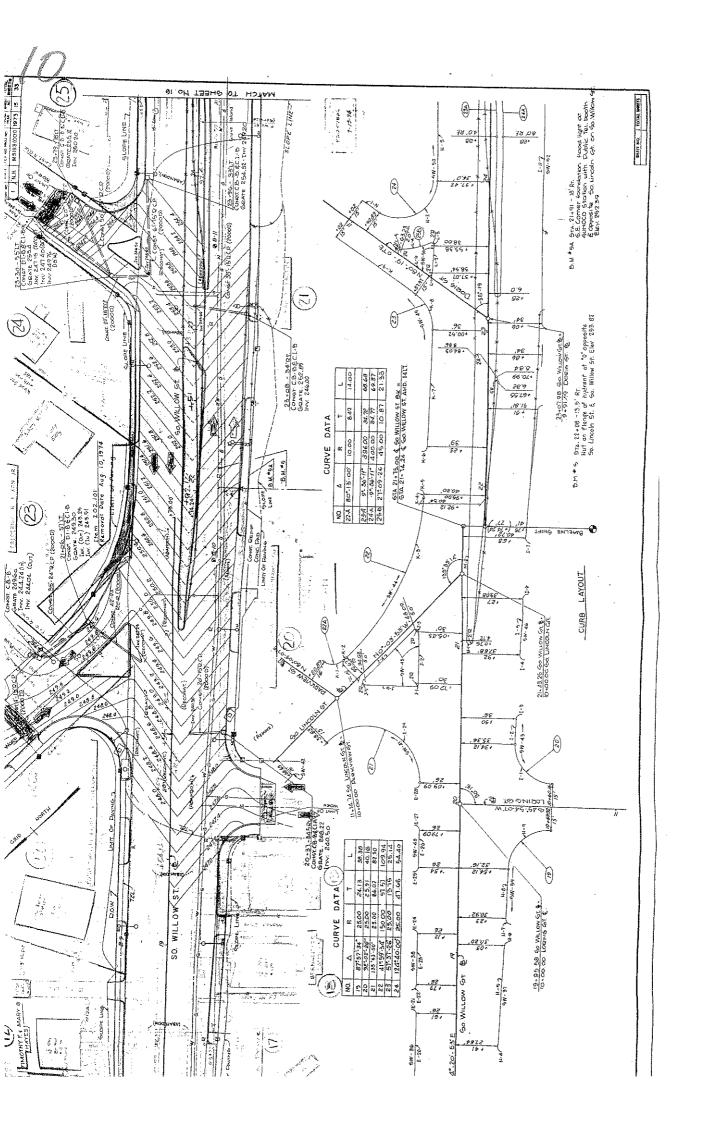
DATE

OUTSION ENGINEER

HOWARD, NEEDLES, TAMMEN & BERGENDOFF ENGINEERS, BOSTON, MASS.

MAN WOLLENGE RES. NO.

PLAMS PREPARED BY





# CITY OF MANCHESTER Board of Aldermen



February 2, 2005

Members, Committee on Community Improvement One City Hall Plaza Manchester, NH 03101

Re: Improvements to Intersection at So. Willow and So. Maple Streets

Dear Sirs:

The area of the intersection of South Willow Street and South Maple Street has become a serious safety concern that will require improvements and funding. There are serious "blind corner" type issues with the curve and traffic flows.

We are asking that the Committee request the Highway Department to review the situation at this intersection and report back to this Committee with recommendations for improvements and estimated costs.

Your favorable consideration of this request would be most appreciated.

Sincerely,

Michael Garrity Alderman, Ward 9

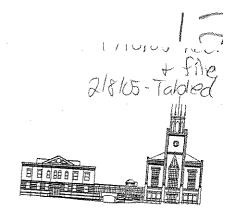
Daniel P. O'Neil Alderman At-Large



## CITY OF MANCHESTER, NH **Board of Assessors**

One City Hall Plaza, West Wing Manchester, New Hampshire 03101 Tel: (603) 624-6520 - Fax: (603) 628-6288 E-mail: assessors@ci.manchester.nh.us

Web: www.ManchesterNH.gov



Steven G. Tellier, Chairman Thomas C. Nichols Stephan W. Hamilton

Christine Hanagan Assistant to Assessors

December 28, 2004

Committee on Lands and Buildings Alderman Thibault, Chairman One City Hall Plaza Manchester, NH 03101

Re: West Wing First Floor Conference Room

Dear Committee Members:

The Board of Assessors respectfully requests that the Committee on Lands and Buildings consider allocating use of the West Wing First Floor Conference Room to the Board of Assessors. The room is located directly adjacent to the Assessors office and is seldom used,

There are three reasons for the request:

- 1. Office space originally allocated to the Assessors Department at the time of City Hall renovations has become inadequate for staffing needs. The increased number of employees (due to the addition of appraisal staff) has made it necessary to "shoehorn" employees into areas that are not appropriate and areas which were not intended to be
- 2. Some space previously available for meetings with taxpayers and customers has been reallocated to workstations. As a result, the present office set-up does not lend itself to private discussions with taxpayers concerning delicate financial issues. Meeting in a large conference room is cold and intimidating to taxpayers who are conferring with a government official. Conversely, the small office space occupied by two of the Assessors is not conducive to meetings that consist of more than one person.
- 3. With work being scheduled to begin shortly for the 2006 property revaluation, it will be necessary to provide two workstations and meeting/consulting areas for the revaluation staff. The revaluation staff will be interacting and working closely with

Committee on Lands and Building December 28, 2004 Page 2 J.

Allowing the Board of Assessors to incorporate the West Wing First Floor Conference Room as part of their office space will address all three of the above issues. Approval of this request will enable the Assessors Department to provide appropriate workstations for its staff. Additionally, it would allow for space conducive to meetings with taxpayers and customers. Finally, the close proximity of the revaluation staff would enable the Assessors to closely monitor the progress and implementation of the upcoming property revaluation.

The Board of Assessors would appreciate the Committee giving serious consideration to this request.

Sincerely,

BOARD OF ASSESSORS

Steven G. Tellier, Chairman

cc: Leo Bernier, City Clerk

